

How to Write SMART Objectives

Checklist

Objectives are the specific, measurable, attainable, realistic and time-framed (SMART) outcomes you are seeking. Use this checklist to ensure your objectives are SMART.

☐ **Specific**

Describe the specific behavior or outcome you wish to achieve. This outcome should be related to a number, rate, percentage or frequency.

☐ **Measurable**

Determine the system by which you plan to measure your progress towards the achievement of the objective. This data may come from your TB registry or another information management system you have in place.

☐ **Attainable**

Ensure that the objective can be achieved with a reasonable amount of effort.

☐ **Realistic**

Ensure that the people with whom the objective is set have the necessary knowledge, skills, and abilities to make an impact on the situation.

☐ **Time Framed**

Include a time period or a start and finish date during which activity working toward the objective will take place.

Here are examples of SMART TB objectives:

1. An educational objective related to private providers:
Upon completion of the 2-hour training session, participants will be able to identify three TB stigmas common to their high-risk populations and three strategies for minimizing these stigmas.
2. An educational objective related to patient incentives:
At the end of the training session, the student will be able to list two incentives to use with TB patients to help them take their medicines.
3. A TB program objective related to completion of therapy:
At least 90 percent of patients with newly diagnosed TB, for whom therapy for one year or less is indicated, will complete therapy within 12 months.